Information Technology Resource Management Council (ITRMC)

Idaho Geospatial Committee

December 17, 2009, Meeting Minutes

(*approved by committee February 18, 2010*)

The December 17, 2009 meeting of the Idaho Geospatial Committee was held in Room 302 of the LBJ Building, 650 West State Street, Boise, Idaho.

ATTENDANCE

Members/Alternate(s) Present:

Nick Nydegger, Chair, Idaho Military Division
Stephen Cox, Idaho Department of Agriculture
Gail Eckwright, Inside Idaho (phone)
Gail Ewart, Idaho Geospatial Office
Diane Holloran, HDR Engineering
Donna Phillips, City of Haden (phone)
Donna Pitzer, USDI, Bureau of Reclamation
James Zehner, Idaho County Assessor (phone)
alternates

       Craig Rindlisbacher, Madison County, alternate for Dennis Hill (phone)
       Keith Weber, Idaho State University, alternate for Nancy Glenn (phone)

Others Present:

Sally Brevick, Office of the CIO
Walt Bulawa, Idaho State Tax Commission
Bruce Godfrey, Inside Idaho (phone)
Anne Kawalec, Ada County Assessor
Dan Narsavage, Ada County Assessor
Bryant Ralston, ESRI
Bill Reynolds, Nez Perce County (phone)
Jeff Servatius, Idaho State Tax Commission
Eric Wing, City of Boise

APPROVAL OF THE PREVIOUS MINUTES

Motion: Diane Holloran moved and Gail Ewart seconded a motion to approve the October 15, 2009 minutes, with amendments as provided; the motion passed unanimously.
(http://itrmc.idaho.gov/minutes/igc/20091015.pdf)

EXECUTIVE ORDER

Nick Nydegger, Chair, led a discussion regarding a new Executive Order authorizing the creation of the Idaho Geospatial Council (IGC) and the Idaho Geospatial Council Executive Committee (Executive Committee). Out of the discussion, the following changes will be made to the draft Executive Order:

- Section 3: clarify the references to the Idaho Geospatial Council and the Idaho Geospatial Council Executive Committee;
- Section 4: "The purpose of the Idaho Geospatial Council **acting through the** IGC-EC is to provide policy-level direction...;"
- Section 8: remove the date for submitting an annual report and leave it as an "annual requirement."

MOTION: Gail Ewart moved and Keith Weber seconded a motion to accept the Executive Order with amendments as stated above; the motion passed with eight (8) in favor of and (1) opposed.

IGC-EC STAKEHOLDER BREAKOUT
Discussion centered on the structure of membership for the Idaho Geospatial Council Executive Committee. The make-up of the Executive Committee, as proposed, includes four standing members comprised of; Idaho's Geospatial Information Officer, the USGS Federal Liaison, the Clearinghouse/Portal Manager, and the GIS Training and Research Center Manager. Twelve additional elected members to include: 2 state agency representatives, 2 federal agency representatives, 3 Local government representatives (County/Municipal), 1 tribal representative, 1 utility representative, 1 private sector representative, and 2 open representatives.
 MOTION: Gail Eckwright moved and Gail Ewart seconded a motion to accept membership breakout of the Executive committee as proposed. Following further discussion, the motion passed with eight (8) in favor of and (1) opposed.

CHAIR DESIGNATION
The Chair led a discussion about whether a Standing Member could be the Chair for the Executive Committee. General consensus was that the Chair should not be a Standing Member.
MOTION: Gail Eckwright moved and Stephen Cox seconded a motion to accept that the Chair of the Executive Committee should be elected from the 12 non-standing members; the motion passed with nine (9) in favor of and none opposed.

The committee went on to consider whether or not the Chair should be a representative from State government.
MOTION: given the previous motion, James Zehner moved and Gail Eckwright seconded a further motion that the Chair of the Executive Committee could be elected from any of the 12 non-standing members; the motion passed with seven (7) in favor of, one (1) opposed and one (1) abstaining.

OTHER MEMBERSHIP FOLLOW UP QUESTIONS
Discussion around this agenda item was put on hold due to time constraints. Mr Nydegger noted various topics for future discussion, including designees and length and staggering of membership terms.

GOVERNANCE TRANSITION NEXT STEPS
Mr Nydegger noted that the intention, currently, is to establish the Idaho Geospatial Council and Idaho Geospatial Council Executive Committee through the Executive Order. The bylaws will be completed after the Executive order has been signed. All current committee members will become members of the Executive Committee and a chair person will then be elected.

DATA EXCHANGE STANDARD EMERGENCY SERVICE ZONES
Eric Wing, City of Boise, presented to the committee a Data Exchange Standard for Emergency Service Zones, with a view to obtaining the committee's approval for forwarding the Standard to the IT Resource Management Council (ITRMC). Mr Wing explained that, within the context of the Public Safety Framework, there were three workgroups: Structures, Emergency Service Zones, and Critical Infrastructure. The Emergency Service Zones is the data set that is being discussed today.

Emergency Service Zones (ESZ) are specific geographic areas that encompass a primary police responder, fire responder and emergency medical service provider. These zones are used in identifying the appropriate resource to respond to emergency or 911 calls.

The Standard provides for the integration of data statewide. The standard is intended to facilitate integration and sharing of ESZ data and to ensure that the data is accurate and up to date. The standard facilitates the implementation of Enhanced 911 services and will help position the State of Idaho for Next Generation 911 services.

The Standard explains the topology and content of the data elements, sets data quality considerations, and references data maintenance. The Standard encompasses common elements that were consistently noted in discussions with vendors that support E911 and participants who contributed to the development process.

The Standard has been passed through the GIS community several times and was accepted by the ECC (Emergency Communications Commission) and currently stands at Revision 6. This is the final draft that will be presented to ITRMC, with the approval of this committee. However, it is likely that once E911 is implemented statewide, there will be a few changes. Mr Wing expressed his belief that the Standard as it stands now is 98% firm. Mr Wing added that, as yet, a primary steward had not been identified to take on the responsibility for maintaining the Standard.

MOTION: Gail Ewart moved and Diane Holloran seconded a motion to forward the Data Exchange Standard for Emergency Service Zones to the IT Resource Management Council for establishment. Although it was not apparent at the time, the phone bridge connection timed-out at 11:45, just prior to the vote on this motion, resulting in the meeting becoming inquorate. Consequently, the motion cannot be carried and it will be put before the committee again when it next convenes.

NEXT MEETING
The meeting adjourned at 11:48 AM; the next meeting of the Idaho Geospatial Committee is scheduled to take place on February 18, 2010.

Respectfully submitted,

Sally Brevick, Office of the CIO